



Montana
Office of Public Instruction
Denise Juneau, State Superintendent

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Date: August 5, 2010

To: School Food Service Managers/Directors

From: Christine Emerson, Director
School Nutrition Programs

Re: Food Service Manager Fall Mailing

Enclosed is the annual food service manager fall mailing.

In this packet:

- ✓ Office of Public Instruction School Nutrition Programs Staff Directory
- ✓ Important Dates for Food Service Managers 2010-11
- ✓ Program Promotional and Nutrition Resources
- ✓ School Food Service Manager Essentials School Year 2010-11
- ✓ Montana's Healthy School Recipe Roundup Competition
- ✓ Best Practices – Handling Fresh Produce in Schools
- ✓ The Stomach Bug Book
- ✓ 2011 Calendar

Please look on the Office of Public Instruction (OPI) Web site www.opi.mt.gov/schoolfood/index.html for the following forms (*depending on your menu planning option*):

- ✓ Traditional/Enhanced Production Record Form and Instructions
- ✓ Nutrient-Standard Production Record Form and Instructions
- ✓ Receiving School Record Form and Instructions (*for schools with satellite locations*)
- ✓ Standardized Recipes Form and Instructions

Important! *If you are a NEW food service manager, please* contact the School Nutrition Programs office at (406) 444-2501 if you have questions about program requirements.

Enclosures